

# Hanshid NH Mohammed

## Purchase Executive

MBA graduate and experienced goal-oriented professional with strong multitasking skills and the ability to efficiently prioritize tasks. Looking to obtain a good and professional role in a reputed organization to apply leadership and management skills to motivate team members and utilize proven customer service and management skills.



Deira, Dubai  
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## EXPERIENCE

### Dionelabs Technologies, Bangalore — Purchase Executive

SEPTEMBER 2020 - DECEMBER 2021

Research potential vendors and Compare, evaluate offers from suppliers. Negotiate contract terms of agreement and pricing Track orders and ensure timely delivery. Maintain updated records of purchased products, delivery information and invoices. Prepare reports on purchases, including cost analyses, Coordinate with warehouse staff to ensure proper storage

### BWFS, Mumbai — Customer Service Executive

AUGUST 2019 - JULY 2020

Handle customer complaints and provide alternatives and/or solutions to ensure resolution of complaints, Make product recommendations or services to customers based on their needs and preferences. Maintain customer accounts and record account information. Ensure customers are satisfied with their purchases or service

## EDUCATION

### Jain University, Bangalore — Master's In International Business

AUGUST 2017 - APRIL 2019

- Managerial finance / Logistics and supply chain
- Management of MNCs / Cargo management
- Business analytics / International trade
- Operation research / Management of hospitality

### University of Calicut, Kerala — Bachelors of Economics

JUNE 2013 - APRIL 2016

## PROJECTS

Customer service and satisfaction in Emirates Airlines (02/2019 - 02/2019)

Industrial visit project - KSE Pvt Ltd (01/2016 - 02/2016)

## SKILLS

Microsoft Office.  
Logistics management.  
Analytical Skills.  
Detail Spotting.  
Persistence.  
Negotiation.  
Integrity.  
Collaboration.

## AWARDS

Internship at Goa International Airport (05/2018 - 06/2018)

Internship at Seashore Residency (01/2018 - 01/2018)

## LANGUAGES

English, Hindi  
Tamil, Malayalam

